



# FOREIGN AFFAIRS MANUAL

## VOLUME 12 – Diplomatic Security

Transmittal Letter: DS-69

Date: June 22, 2000

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### SUBCHAPTERS

#### **12 FAM 610 - ORGANIZATION AND PURPOSE OF COMPUTER SECURITY**

#### **12 FAM 620 - UNCLASSIFIED AUTOMATED INFORMATION SYSTEMS**

#### **12 FAM 630 - CLASSIFIED AUTOMATED INFORMATION SYSTEMS**

### MAJOR CHANGES

1. These 12 FAM 600 changes incorporate Under Secretary Cohen's decision of January 4, 2000, to designate the Bureau of Information Resource Management (IRM) as the authority for the Department's computer security program. Computer security policy developed in the Bureau of Diplomatic Security (DS) will be promulgated jointly by DS and the Chief Information Officer (CIO).

2. DS has revised 12 FAM 610, 620, and 630. These subchapters have also been cleared by the Bureau of Information Resource Management (IRM), the Office of the Inspector General (OIG), and the Office of the Legal Adviser (L).

3. Revisions since the last update appear in italics. Other than formal titles, the italics will be removed the next time the material is updated. Only current changes will appear in italics. Italics provide a historical record of changes.

4. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity (see 2 FAM 1115.2).

## FILING INSTRUCTIONS FOR PAPER COPIES

1. Remove and discard 12 FAM 610 (issued under TL:DS-51, dated 04-12-1996; 8 pages) and replace it with the revised 12 FAM 610 (17 pages); remove and discard 12 FAM 620 (issued under TL:DS-55, dated 11-20-1996 and TL:DS-51, dated 04-12-1996; 43 pages total) and replace it with the revised 12 FAM 620 (48 pages); and remove and discard 12 FAM 630 (issued under TL:DS-54, dated 10-25-1996; 19 pages) and replace it with revised 12 FAM 630 (28 pages).

2. After inserting the material in the binder, insert this transmittal letter immediately following the TL Checklist, then fill in the entry line for TL:DS-69, and initial.

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2. All posts and offices keeping paper versions of the *Foreign Affairs Manual* are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5), and for ensuring that all copies (including binders) are either retained or returned to A/RPS/DIR if no longer needed. **When returning excess or unused materials, include your office/post symbols and inform MMS/PB and your message center if you need to have your distribution reduced** (this generally applies only to time-sensitive paper issuances). A/RPS/MMS/PRD, Room 1853, 202-736-7470, FAX 202-647-4535, handles all requests for paper copies, including non-Government users (include either fiscal information or payment with request, as appropriate).

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**(DS/PPB/PPD)**